Introduction

Hong Kong is facing a rapidly ageing population, and the number of elderly suffering from terminal illnesses has also escalated correspondingly. In view of the growing demand for end-of-life care services in the community, The Hong Kong Jockey Club Charities Trust approved HK$131 million to launch the “Jockey Club End-of-Life Community Care Project” (JCECC) in 2015. The project is a three-year initiative aimed at improving the quality of end-of-life care, enhancing the capacity of service providers, as well as raising public awareness.

JCECC is a multi-disciplinary, multi-institutional and cross-sectoral collaboration to help enhance end-of-life care in Hong Kong with special emphasis on the interface between social and medical systems. Five service models are being developed and piloted in the community to provide holistic support to elderly people suffered from terminal illnesses. The goal is to enable the city’s older people to have informed choices of care and enjoy an improved quality of life.

The Trust’s partners in JCECC are the Faculty of Social Sciences of The University of Hong Kong, The Chinese University of Hong Kong Jockey Club Institute of Ageing, Hong Kong Association of Gerontology, Haven of Hope Christian Services, The Hong Kong Society for Rehabilitation, St. James’ Settlement, and S.K.H. Holy Carpenter Church District Elderly Community Centre.

In addition to the initiative of innovative service models, the University of Hong Kong also launches a series of professional capacity building programme to strengthen end-of-life competency of existing professionals who come in contact with people with end-of-life needs. Leadership Training Programme is one of the training activities which is tailor-made for professionals in a supervisory role in end-of-life care setting.
JCECC Leadership Training Programme 2017

Programme Outline

Aims

Tomorrow’s leaders in end-of-life care (EoLC) are expected to be effective, innovative, strategic and flexible in responding to the emerging challenges of global ageing. The JCECC Leadership Training Programme 2017 aims to nurture a group of leaders in community EoLC. The programme will recruit professionals in a supervisory role in the community to review the international best practices and standard of clinical excellence in community EoLC. The participants in the programme will be exposed to state-of-the art, evidence-based and innovative practices in quality community EoLC for patients and their family caregivers. The practice-based learning approach will empower the participants to develop EoLC services in their own work settings, through exemplary clinical care, international best practices, and evidence-based skills training.

Programme Objectives

- To empower the participants with state-of-the-art, evidence based and best practices in quality care for patients and family caregivers locally and globally.
- To enable the participants to develop clinical and supervisory competencies in community EoLC.
- To facilitate the participants to design innovative EoLC service programme appropriate to their respective work settings and to Hong Kong.

Learning Outcomes

Upon completion of the JCECC Leadership Programmes, participants are expected to be able:

1. To master the latest developments of best practices in community EoLC
2. To demonstrate their knowledge and capacity with evidence-based practices in quality EoLC for patients and family members.
3. To develop collective vision on scalable service models and innovative programmes for patients or/ and family members in their end-of-life.
**Programme Components**

The programme consists of four learning components including Knowledge Enrichment sessions, Tutorials, Exchange sessions with International Experts, and Capstone Project.

**Knowledge Enrichment Sessions**

There are eight knowledge enrichment sessions in EoLC. Educational domains of background and basic concepts of EoLc, psychosocial and spiritual care, communication, decision-making and self-reflection as well as self-care in EoLC are covered. Each session consists of a lecture and learning activities. The participants are required to prepare for each session by reading the assigned portfolio before attending the session.

**Tutorials**

Tutorial sessions will be held before the end of each knowledge enrichment session. Participants will be divided into small groups and to discuss the assigned readings with discussion points provided by the speaker. The discussion aims to facilitate the integration of relevant knowledge and learning experiences into service planning and development.

**Exchange Sessions with International Experts**

There are occasional sessions for meeting with international experts. Participants are expected to prepare questions on their own challenges encountered related to the topic before they join the session. After meeting with the international experts, the participants have to reflect on what they have learned and how they will apply into their work settings.

**Capstone Project**

The capstone project is the key project of integration of knowledge and learning experience for all participants in the Leadership Training Programme. It provides the participants with the opportunity to actively integrate and apply all their learning from the programme to their respective work settings. Through the creation of a project design for the development, knowledge enrichment and implementation of end-of-life care service, participants can reflect on their own professional development and critically examine their respective work setting’s unique capacity for social impacts in the community.
The capstone project is an individual project. The participants are expected to make an oral presentation of their designs in the Capstone Project Presentation Seminar on 28 May, 2018. For further details of the capstone project, please refer to the guidelines of capstone project.

Deliverable Timeline

<table>
<thead>
<tr>
<th>Session</th>
<th>Dates</th>
<th>Component</th>
<th>Title</th>
<th>Speakers</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>June 26, 2017</td>
<td>Knowledge Enrichment Session</td>
<td>The Global Development of Palliative Care</td>
<td>Dr. Amy Chow</td>
<td>Social Science Function Room, 11/F, The Jockey Club Tower</td>
</tr>
<tr>
<td></td>
<td>(14:30-17:30)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>July 31, 2017</td>
<td>Knowledge Enrichment Session</td>
<td>Engaging Patients, Family Members and Community in Conversations about End-of-Life Care</td>
<td>Professor Cecilia Chan</td>
<td>Social Science Function Room, 11/F, The Jockey Club Tower</td>
</tr>
<tr>
<td></td>
<td>(14:30-17:30)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(14:30-15:30)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>ii) Small Group Sharing on the Capstone Project</td>
<td>All Advisors</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>September 18, 2017</td>
<td>Knowledge Enrichment Session</td>
<td>Conducting Holistic Assessment and its Application in EoL Care for the Elderly Living in Residential Care Home</td>
<td>Dr. Vivian Lou</td>
<td>Social Science Function Room, 11/F, The Jockey Club Tower</td>
</tr>
<tr>
<td></td>
<td>(14:30-17:30)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#</td>
<td>Date/Time</td>
<td>Event Type</td>
<td>Title</td>
<td>Speaker</td>
<td>Location</td>
</tr>
<tr>
<td>---</td>
<td>------------</td>
<td>------------</td>
<td>-------</td>
<td>---------</td>
<td>----------</td>
</tr>
<tr>
<td>6</td>
<td>October 30, 2017 (14:30-17:30)</td>
<td>Knowledge Enrichment Session</td>
<td>Integrative East-West Body-Mind-Spirit Interventions for Patients with Serious Illnesses</td>
<td>Professor Cecilia Chan</td>
<td>Social Science Function Room, 11/F, The Jockey Club Tower</td>
</tr>
<tr>
<td>7</td>
<td>November 27, 2017 (14:30-17:30)</td>
<td>Knowledge Enrichment Session</td>
<td>Dealing with Family Dynamics in EoLC and Conflict Management</td>
<td>Professor Cecilia Chan &amp; Ms. Phyllis Leung</td>
<td>Social Science Function Room, 11/F, The Jockey Club Tower</td>
</tr>
<tr>
<td>8</td>
<td>December 6, 2017 (14:30-17:30)</td>
<td>Exchange Session with International Expert</td>
<td>Advance Care Planning: Prospects and Challenges</td>
<td>Professor Carl Becker</td>
<td>Social Science Function Room, 11/F, The Jockey Club Tower</td>
</tr>
<tr>
<td>9</td>
<td>December 18, 2017 (14:30-17:30)</td>
<td>Knowledge Enrichment Session</td>
<td>Leadership in Policy Innovation: Capacity building in Community EoLC</td>
<td>Professor Cecilia Chan &amp; Ms. Phyllis Leung</td>
<td>Social Science Function Room, 11/F, The Jockey Club Tower</td>
</tr>
<tr>
<td>Date</td>
<td>Event Details</td>
<td>Speaker(s)</td>
<td>Location</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
<td>-----------------------------------</td>
<td>-----------------------------------------------</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 11 February 26, 2018 (14:30-17:30) | Knowledge Enrichment Session  
**Advanced Care Planning: Is There a Role for Social Care Professionals?** | Dr. Amy Chow                        | Social Science Function Room, 11/F, The Jockey Club Tower |
| 12 March 26, 2018 (14:30-17:30) | Knowledge Enrichment Session  
**Excel Your Leadership: Developing Volunteers and Support Network in the Community** | Dr. Vivian Lou  
Social Science Function Room, 11/F, The Jockey Club Tower |
| 13 April 30, 2018 (14:30 – 17:30) | Capstone Project  
**Small Group Sharing on the Capstone Project** | All Advisors                        | Social Science Function Room, 11/F, The Jockey Club Tower |
| 14 May 18, 2018 (14:30-17:30) | Exchange Session with International Expert  
**Insights on Positive Living and Dying from Eastern and Western Spiritualties** | Professor Edward Canda               | Social Science Function Room, 11/F, The Jockey Club Tower |
| 15 May 28, 2018 (09:30–14:00) | Capstone Project  
**Leadership Training Program: Capstone Project Presentation Seminar and Graduation ceremony** | All Speakers, Advisors and Participants | Social Science Function Room, 11/F, The Jockey Club Tower |
| 16 June, 2018 (Date to be confirmed) | Exchange Session with International Expert  
**Training Session by Professor David Currow**  
(Topic to be confirmed) | Professor David Currow               | Social Science Function Room, 11/F, The Jockey Club Tower |
Successful Completion of the Programme:

The participants are required:

1) to attend 80% of all the sessions
2) to complete the capstone project, and
3) to give a presentation of their project designs in the Capstone Project Presentation Seminar
Guidelines of Capstone Project

Capstone Project
The capstone project is the key project of integration of knowledge and learning experience for all participants in the Leadership Training Programme. It provides the participants with the opportunity to actively integrate and apply all their learning from the Leadership Training Programme to their respective work settings. Through the creation of a project design for the development, knowledge enrichment and implementation of end-of-life care service, participants can reflect on their own professional development and critically examine their respective work setting’s unique capacity for social impacts in the community.

The broad goal of the project is to demonstrate the participants’ mastery of the knowledge, skills, ethics and values necessary for quality end-of-life care practice in their work settings. The capstone project also gives participants the opportunity to develop the best practices and localize remedies that would lay a strong foundation to strengthen support for existing services.

The capstone project is an individual project. Participants will be allocated to an advisor who will facilitate to identify a topic of interest relevant to his / her work settings and to further develop the topic into a project design. All project designs should contain elements of justification, adequate literature review, social innovation and impact. The capstone project allows individual participants to articulate their unique learning experience and encourages maximum creativity in social innovation.

Learning Outcomes
By the end of the capstone project, the participants are expected to have the ability to:
1) demonstrate their knowledge and understanding of state-of-the art, evidence based and best practices in end-of-life care
2) analyze a topic of study with critical and reflective perspectives of end of life care.
3) articulate their learning experience in an innovative design work with social impacts, sustainability as well as applicability to their respective work settings

Topic and Format
1) Each participant should create an individual project design in accordance to his / her own interests and appropriate to his / her respective work settings.
2) The participants should give an oral presentation at the Capstone Project Presentation Seminar on 28 May, 2018 (date and time to be confirmed).
Project Design
Participants are expected to develop the proposal through the initial stage of justification with needs assessment, literature review, and preliminary design, as well as the last stage of a project design. Participants are required to share their progress to the assigned advisor during the capstone project meetings who will provide constructive feedback and guidance.

It is suggested that the content of the project design may include:
1) a brief overview of the proposed design in 900 -1500 words (3-5 pages); and
2) the following components: i) introduction, ii) justification of the design, iii) literature review, iv) description of the design, v) social impacts which ensures sustainability and vi) references

Capstone Project Presentation Seminar
1) The participants should perform a formal oral presentation at the Capstone Project Presentation Seminar on 28 May, 2018 (time to be confirmed)
2) Each participant is allocated with 10 minutes to deliver the presentation. At the end of the presentation, 1-2 questions will be taken from the audience.
3) If the presentation is to be made in a format other than a PowerPoint presentation, logistics arrangements (e.g. software requirements) should be made 10 days before the presentation with the office of JCECC.
4) Participants are required to attend the whole presentation session.
5) Participants are highly encouraged to invite their superiors in their work setting who nominated them to join the programme to attend the presentation seminar.
6) Formal dress is required for the presentation.
**List of Advisor – Advisees Group**

1. **Advisor: Professor Cecilia Chan**
   
   E-mail: [cecichan@hku.hk](mailto:cecichan@hku.hk)  
   Tel: 39172093

   **Advisees:**
   
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Dr. Cheung Bo Ping</td>
<td>The Hong Kong Anti-Cancer Society</td>
</tr>
<tr>
<td>2. Ms. Lai Yuk Kit, Rosanna</td>
<td>Hong Kong Young Women’s Christian Association</td>
</tr>
<tr>
<td>3. Ms. Wong Sui Kam</td>
<td>Diocesan Commission for Hospital Pastoral Care</td>
</tr>
<tr>
<td>4. Ms. Wong Suk Han</td>
<td>The Salvation Army</td>
</tr>
<tr>
<td>5. Dr. Yeung Shou Fong, Annie</td>
<td>Heung Hoi Ching Kok Lin Association</td>
</tr>
<tr>
<td>6. Mr. Yip Y. S. Adrian</td>
<td>The Hong Kong Jockey Club</td>
</tr>
<tr>
<td>7. Ms. Chow Suk Kuen, Rita</td>
<td>Tung Wah Group of Hospitals</td>
</tr>
</tbody>
</table>

2. **Advisor: Dr. Amy Chow**
   
   E-mail: [chowamy@hku.hk](mailto:chowamy@hku.hk)  
   Tel: 39175530

   **Advisees:**
   
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Ms. Chan Fung Har</td>
<td>Helping Hand</td>
</tr>
<tr>
<td>2. Mr. Chan Kwok Ming, Michael</td>
<td>Hong Kong Sheng Kung Hui Welfare Council Limited</td>
</tr>
<tr>
<td>3. Ms. Law Miu Yee</td>
<td>Haven of Hope Christian Service</td>
</tr>
<tr>
<td>4. Ms. Lee Wing Sum, Sandra</td>
<td>Tung Wah Group of Hospitals</td>
</tr>
<tr>
<td>5. Ms. Mok Lai Ying, Susan</td>
<td>Society for the Promotion of Hospice Care</td>
</tr>
<tr>
<td>6. Miss Chu Cheuk Yan, Karin</td>
<td>Methodist Center</td>
</tr>
</tbody>
</table>

3. **Advisor: Ms. Brenda Koo**
   
   E-mail: [brendakoo@hku.hk](mailto:brendakoo@hku.hk)  
   Tel: 39171269

   **Advisees:**
   
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Ms. Chan Chung Ho, Karrie</td>
<td>Hong Kong Christian Service</td>
</tr>
<tr>
<td>2. Ms. Chan Lo Yan, Zeta</td>
<td>Senior Home Safety Association</td>
</tr>
<tr>
<td>4. Ms. Leung Wai Ping</td>
<td>Society for the Promotion of Hospice Care</td>
</tr>
<tr>
<td>5. Ms. So So Chi</td>
<td>Evangelical Lutheran Church Social Service – Hong Kong</td>
</tr>
</tbody>
</table>
4. **Advisor: Dr. Vivian Lou**

   E-mail: [wlou@hku.hk](mailto:wlou@hku.hk)   Tel: 39174835

**Advisees:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Mr. Huang Wai Ka, Tony</td>
<td>Po Leung Kuk</td>
</tr>
<tr>
<td>2. Ms. Kong Wai Lin, Rita</td>
<td>Pok Oi Hospital, Tin Shui Wai Hospital</td>
</tr>
<tr>
<td>3. Ms. Shing Siu Fan Florence</td>
<td>Haven of Hope Nursing Home</td>
</tr>
<tr>
<td>4. Dr. Wong Kin Shing, Paul</td>
<td>Haven of Hope Annie Skau Holistic Care Centre</td>
</tr>
<tr>
<td>5. Ms. Yu Mei Ying</td>
<td>The Hong Kong Society for Rehabilitation</td>
</tr>
<tr>
<td>6. Ms. Wong Oi Kau</td>
<td>Hong Kong Family Welfare Society</td>
</tr>
<tr>
<td>7. Ms. Yiu Lai Shan</td>
<td>Hong Kong Sheng Kung Hui Welfare Council Limited</td>
</tr>
</tbody>
</table>
Suggested List of Readings

Session 1


Session 2


Session 3


Session 4


**Session 5**


**Session 6**


**Session 7**


Raymond HM Leung (2014). *Hong Kong Mediation Handbook*. Hong Kong: Sweet & Maxwell (Second edition)


Mediation Team, Department of Justice HKSAR (Eds.) (2014: Hong Kong, China). *Mediation first for a win-win solution*. Department of Justice, the Government of the Hong Kong Special Administrative Region; HKTDC


**Session 8**


**Session 9**


Session 10
Preparation for project consultation session II

Session 11

Session 12

Session 13
Preparation for project consultation session II

Session 14

Session 15
Preparation for project presentation
Session 16
TBC

**Bad Weather Arrangement**

The participants are expected to follow the instructions of the University when Tropical Storm Warning Signal No. 8 (or a higher number) or the Black Rainstorm Warning Signal is hoisted.

Please access the following link to view the University’s policy on “Arrangements During Bad Weather” as publicized in the Student Handbook and Staff Manual: [http://www.asa.hku.hk/weather.htm](http://www.asa.hku.hk/weather.htm)